

CONCORD HIGH SCHOOL

P & C MINUTES

Date: Tuesday, 14 March 2017

Time Started: 7:15pm

Venue: Staff Common Room, Concord HS

	ITEM	Lead
1.	Open Meeting, Welcome & Introductions	Rae Lawrence
2.	Attendance & Apologies Jenny Dey, Leanne Bland, Emma Wakefield, Donna ?, Marie Dell Rama, Mae Czernkowski, Terry Moore and Violet Abbas NB No Membership Payments can be taken this meeting ahead of the AGM /May/17	Cathy Scanlan
3.	Minutes of Previous Meeting – Receipt/Amendments/Adoption Moved to Accept: Adrienne Keane Seconder: Matthew Powell	Rae Lawrence
4.	Business Arising from Previous Meeting Minutes <ul style="list-style-type: none"> • Review of Operation of CHS Uniform Shop for 2017 and Beyond: Term 2 • Voluntary Fundraising Contribution Has been approved by Jacqueline. Notes will be sent via email and possibly hard copy to the school community in term 2. • P&C Email Account Problems Update I have seemed to have cracked this. 396 people on our mailing list. Still receiving bounce backs. And getting people requesting to be removed. • Harmony Day 2017 Tuesday 21st March Huge thanks to Linda and Matthew for coordinating this event with volunteers and donation of cakes, slices and lollies to sell. 	Cathy Scanlan
5.	Correspondence: LWR catalogue, Jacqueline Koob's retirement party Angelo's on the Bay, School products catalogue, Cheque from school re SVL, ATO – Activity statement due soon notice, P&C federation magazine, 4 x 2017 P&C questionnaires from families. Emails; Optus bill, P&C federation certification /insurance for Harmony day stall, first state supper, Community relationship matter for the school, Coin counting machine	Cathy Scanlan
6.	Treasurer's Report – \$22,000 (P&C account) (after payment for demountable blinds)	Leonie Duck

	<p>\$46,000 (Uniform shop) after payment of all outstanding invoices. Remaining untouched until after the audit. Unaudited, gross profit \$22,000 for the year. Operating profit just under \$4600.</p> <p>Thanks to Mae for her record keeping and extra work required for auditor.</p> <p>Additional payments; wages superannuation, taxes</p> <p>Thanks to Mae for her record keeping and extra work required for auditor.</p> <p>From general account propose we donate @ \$20,000 to school noting that By-Laws require notice if approving funds over \$10k so suggested break down spending approval over two meetings</p> <p>The following was suggested that the P&C could donate towards.</p> <ul style="list-style-type: none"> • Bully busters for Y7 • Furniture or landscaping for senior playground • Video camera for journalism class • Noticeboard for Crane St • Upgrade sound equipment in the theatre. <p>The school will notify the P&C with the above list prioritised, along with ballpark figure.</p>	
7.	<p>Uniform Shop Subcommittee Report</p> <p>Need to increase cost of clothing.</p> <p>USSC met last Thursday night and a few changes to some items. GST is a factor to be considered for the future. Some larger sizes had to be increased as our supplier has increased the cost to the uniform shop.</p> <p>Woollen jumpers size 18-22 from \$70 to \$75</p> <p>Woollen jumper size 24 \$70 to \$80</p> <p>Recommended that the new prices be approved starting term 2.</p> <p>Reduction in the following clothing</p> <p>Boys long sleeve shirt from \$42 to \$40</p> <p>School blazer from \$150 to \$140</p> <p>Accepted Helen Seconder Karen.</p>	Lesley Caldwell
8.	<p>Social & Fundraising Committee Report</p> <p>S&FRC, due to P&C volunteers concentrating volunteer time on other P&C matters not progressed much during last year excluding Year 7 and other smaller social events. Propose that we wait until formation of new S&FRC at March AGM noting long term objective has been to work on building community and parent/carer connection through a few social events run by the P&C.</p>	S&FRC Member
9.	<p>Principal report</p> <p>This term seems to be flying, largely due to the number of special events we have been running. Firstly, a quick run down on some of the things that have been happening so far, this term and what is coming up.</p> <p>Year 7 camp was extremely successful. With the biggest camp group yet and many students with</p>	Ms Koob

health problems, it was a big organisational task, but all went well and the students had a great time as always.

We recently worked on **Tree Day**, with students planting for the future. Hope to have more of this during the year. New coordinators for the Sustainability Team (Ms Gokce & Ms Bekheet from Science) and new coordinators for the paper re-cycling (Mr Mitchell & Mr Clare from HSIE). Would love to have a working bee to improve the Crane Street gardens during the year.

23rd Feb International Student Awards at the Conservatorium. Katherine Rong (academic) and Charlie Zhang(service) from 2016 Yr 12 were nominated and received their certificates. Nan Jiang was a featured solo artist who really impressed the audience with his guitar playing.

Our **Open Night** was a huge success. Big crowds, lots of enthusiasm and fun activities.

Our **swimming carnival** has been followed by the zone one. Good success, especially for the relay teams, and next a number of our students are going on to Regional level. A lot of talent in this area. If parents want coaches or friends to come along to carnivals in future, please arrange this beforehand or be there to vouch for them when they arrive. Child Protection concerns mean we have to restrict unknown people coming in to the carnivals, though we love to have parents there.

The next event coming up is **school photos** tomorrow, probably in the hall due the weather. Please ensure students hand money in envelopes to the photographers or even better, pay online.

There is a **music camp** coming up next week which should be a great experience for our musicians. Being run in conjunction with SGHS and HBHS and the Symphonia Jubilate.

Harmony Day next week. Really looking forward to a big and successful event. This time we have a large number of students who wanted to perform so there will be a more structured assembly / concert, followed by the bigger and better food event, with Chinese, pizza, gelato and Sweet Treats from the P & C. Thank you for being part of it. Part of our ongoing efforts to ensure diversity is recognised, valued and embedded in our school. Connections with the world and tolerance are crucial to our school values and incorporated in our planning. We are all going to be wearing an orange accessory on the day too.

Another part of our global perspective is that we hosted a visit from a **Japanese school, Kozoji**, last week. Our senior Japanese students were very impressive and there was a beautiful spirit of friendliness and enthusiasm on the day. We have already featured on the Kozoji school website.

The very exciting **study tour to China** is coming up rapidly. In the holidays 36 students and 3 teachers will be venturing to China and have a fabulous itinerary planned, including a visit to our sister school in Suzhou and to the new Disneyland in Shanghai. I am sure it will be an amazing experience. We should all be very grateful to the staff who are willing to take this on.

There is also a **visit to Europe** being planned for next year so further opportunities to come for the students.

On another note, the **Year 12 exams** are coming up. Some of them are getting anxious and we need to reinforce that exams are an opportunity to show what they know. Their lives should not be a misery because of them. Slow and steady preparation is the best approach. The Year Adviser, Counsellors and Welfare team are all available to talk.

The **PB4L program** is being implemented and is progressing well. Each day students are reminded of what **Respect**, Responsibility or **Achievement** look like in different settings around the school. Most of them are taking it well, but there is still a lot of work to do to fully embed the concept in all minds. The team are planning an event to celebrate it next term. Good progress is being made particularly in reducing the misuse of mobile phones.

POP going well. Terrific uptake by parents. I'm sure it is easier for you. Just a note that you still need to pay in advance. There is a time delay between the parent **online transaction** and the record of it coming through to the school, so paying on the day something is due will create difficulties for the staff. Please stick to the cut-off date. If students are asked to show their receipt for payment to staff members, this should be done, not just assuming that the information will be automatically passed on, though there are printouts of payers that get checked too.

We are currently working on the **Annual report**, which is our evaluation and report on progress on the **School Plan** for the last year. A lot of work goes into this so it would be good if at least some parents had a look at it. The School Plan and Annual Report will be available on the school website next term. By the way, we learnt a little late that the KIT was not going up onto the website for a while but this has now been rectified.

There have been some changes to **school buses**, the best news being that there is now a new,

dedicated school bus from Wentworth Point to assist with the crowding for students coming from that direction. The previous services, including the public services, are continuing.

NAPLAN tests are coming up in May. Schools have a dilemma in that we don't like to teach to a test, and there is a particular concern that the information from NAPLAN is used very widely for public information about schools (MySchool website) and for funding decisions about schools, yet is a very incomplete picture of all the education that is provided in a school. However of course we recognise the importance of numeracy and literacy, fundamental to all learning, so we are focusing on some strategies to maximise students' progress in these areas. This is also very relevant in our plan to ensure that our students meet the requirements for the Stronger HSC, which we have discussed with you previously. We have other strategies in mind to catch those students who may not be at the required level by Year 9.

I need to talk about **driving to any parents of senior students**. I'd like to remind you that while students may get their licence at 17, it is not always a good idea to let them drive to school. We would appreciate a note from you saying that you authorise them to drive. They must not use this as an excuse to leave during the day, they cannot drive to events during the day, and they need to be sensible about parking in Stanley Street. There is no parking available for students in the school grounds. Above all they must obey the law. Dangerous driving, hooning down the street, carrying extra passengers are highly discouraged. They are a police matter and will be reported.

To update you on **staff movements**, at the end of term two teachers will be leaving on transfers, Ms Wahab and Ms Carson. Ms Ogilvy has also been officially transferred now though she has been working at Fairfield for some time. And of course, I will be leaving then too. The staffing process is underway and we hope to have most replacements in place for the beginning of the new term. Thank you to those who have offered to be on a staffing panel. Expect a call soon.

Request for endorsement for a change to date of the School development Day for staff. This will not involve any changes or impact on students.

Last meeting you asked for suggestions **for P & C donation focuses for the year**. Thank you very much for agreeing to support the purchase of blinds for the demountables. These have been ordered and we will pass the invoice on very soon. I know they will be much appreciated. We have unfortunately had some vandalism problems with the demountables, with students forcing their way in and defacing rooms. This is hugely disappointing and we are trying hard to control it. Comes down to being responsible and appreciating their own environment.

As to further suggestions for funding, we mentioned some items last meeting, and I also got a couple of suggestions from the Executive, including a video camera for the journalists and further outdoor furnishing or landscaping for the senior courtyard. Another idea is a more basic but very visible LED noticeboard for the Crane St approach to the school, which will be visible to very large numbers of passers-by.

Request for endorsement for a change to date of the School development Day for staff. This will not involve any changes or impact on students.

(Mrs Koob emailed on 16/3/17 as she had forgotten to raise this. The request is for P&C endorsement of staff development occurring over 2 or 3 twilight meetings throughout the year in place of the 2nd SDD allocated at the end of term 4. This is now allowed by the Board and is the practise in many schools. There is no impact on students whatsoever. 8 of 11 members present at the meeting replied to the email, all in support.)

Finally, I would like to finish my last Principal's report for the **P & C by thanking you all, and your predecessors, for the wonderful support you have given during my years here**. I have really appreciated the intelligent input and willingness to learn about what is going on in the school and the willingness to help with panels. Though the P & C is a relatively small group, it is certainly a quality group and I thank you all for your contributions. Best wishes for your future projects, including the changes to the Uniform shop.

Leonie spoke on behalf of the P&C and thanked Jacqueline giving Emma's apology that she was not able to be there. 38 years as an educator and 9 years at Concord HS. Many positive changes at CHS over that time.

	<p>A beautiful necklace and flowers was presented to Jacqueline on behalf of the P&C.</p> <p>Thank you for to Emma for purchasing the gift and flowers.</p> <p>Mrs Koob thanked the P&C for her gift.</p>	
10.	<p>General Business</p> <ul style="list-style-type: none"> • Notice of AGM Tuesday, 9th May 2017 • Amendment bylaws to review and accept P&C web site. • Charity registrar Marie <p>Recommend that Marie Del Rama is authorised to act on behalf of Concord HS P&C to liaise with ACNC (Australian Charities and Not-for-profits Commission) and other schools who have building funds to reinstate our charity status as well as DGR status.</p> <p>Moved Leonie Seconder Adrienne</p> <p>There was a suggestion that Concord High School P&C move the AGM from March to October / November. This will be discussed at the May AGM. This will allow for handover, before people leave the school.</p>	Rae Lawrence
11.	<p>Close of Meeting: 8:40 pm.</p> <p>Next Meeting AGM followed by General Meeting Tuesday, 9th May 2017</p>	Rae Lawrence